**Description of responsibilities and requirements to qualifications, skills and experience of RST positions at the Ministry of Regional Development, Construction, Housing and Communal Service of Ukraine**

**REFORM: CONSTRUCTION INDUSTRY REFORM**

**POSITION:**  **Senior Expert (Category 2, Construction management)**

1. **Objective(s) and linkages to Reforms**

A Reform Support Team (RST) at the Ministry of Regional Development, Construction, Housing and Communal Service of Ukraine (MinRegion) is a group of Ukrainian professionals (non-civil servants) funded on a temporary basis by the donors that provides targeted technical support and assists the MinRegion in the design and implementation of priority reforms. The RST assists in filling the capacity gaps in the design and implementation of priority reform strategies and programs, while strengthening links and partnerships between the MinRegion’s priorities and relevant donor support.

RST is funded by the EBRD managed Ukraine Stabilisation and Sustainable Growth Multi-Donor Account (MDA). The contributors are: Denmark, the European Union, Finland, France, Germany, Italy, Japan, the Netherlands, Poland, Sweden, Switzerland, the United Kingdom and the United States of America.

It is essential to provide the constant update and improve legislative regulation to ensure the innovative development of the construction industry. In the coming years, it is possible to determine the key areas of the regulatory support for the construction industry and Ukraine growth. It is adapted to the requirements of international regulations on construction and contains the reducing of cost in construction, raising the technical level, quality and reliability of domestic products, protecting the rights of investors and lowering corruption risks, improving the investment climate.

Construction industry reform, which is one of three main reforms of the MinRegion is committed to formulating a healthy and transparent system. It aims to make Ukraine adherent to OECD standards for technical regulation, improve the business environment, and create professional competitive market.

The reform aims for next main objectives:

* Deregulation and updating of the construction norms;
* Harmonization of national construction norms and requirements to appropriate international standards (including introduction of international forms of construction contracts);
* Development of the new policies and strategies;
* Creation a comfortable living environment;
* Enhance of the anti-corruption mechanisms.

A Senior Expert is needed to support the construction industry reform, especially assisting in drafting and approving the Concept and Action Plan of the reform, providing analytical support and international best practice of construction management, project development and implementation of European approaches to national construction standards and contractual relations between the participants of the investment construction process.

1. **Duration and proposed timeframe:**

Duration of the assignment is until December 31, 2019 with an possibility of extension, subject to approval in accordance with MDA procedures, two-month probation period should apply to the successful candidate.

The Consultant shall deliver services mainly in Ukraine and for no less than 20 working days per calen

1. **Main Duties and Responsibilities:**
* Facilitate the preparation of relevant priority work plans, allocation of responsibilities, resource planning and coordination support;
* Collection, development and presentation of all relevant documents and materials (e.g. work plans, reports, analyses and proposals) needed for the activities of all relevant technical aid projects and expert missions;
* Support the identification, collection, collation and analysis of relevant data and information;
* Assist in the design, preparation and coordination of implementation of strategic framework in devoted areas;
* Provide all necessary support required to ensure implementation of the new regulation developed under reform priority area, including but not limited to the laws, concepts, programs and secondary legislation
* Preparation of timely and quality reports and status updates on implementation progress;
* Preparation of slides for presentations and/or information for infographics.
1. **Main anticipated deliverables:**
* Proposals for implementations of best international practice to Ukrainian norms, including designing and contractual relations between the participants of the investment construction process;
* Developed proposals of implementation of international agreements in the area of construction (FIDIC);
* Developed effective mechanisms for protecting the rights of affected investors in the construction of residential real estate;
* Developed of the Action plan and necessary legislative changes for the introduction of FIDIC legal regulation in the Ukrainian construction industry;
* Supported the implementation of proposals for deregulation in the construction industry, simplification of permitting procedures, reduction of corruption risks, increase of competitiveness of domestic construction products;
* Developed Concept of the construction sector reform;
* Developed the Action Plan based on the Concept for the construction sector reform;
* Drafted laws and secondary legislation changes based on the first priority needs to be identified during the preparation of the Action Plan;
* Developed legal acts to correspond appropriate international standards for technical regulation;
* Regular progress reports on reform development and implementation.
1. **Qualifications, Skills and Experience:**

***5.1. Qualifications and skills:8***

* Master’s degree in civil engineering, management, finance, economics, law or business administration;
* Strong analytical, communication and presentation skills;
* PC literacy (PowerPoint, Project, Excel, Word; Visio is an asset);
* Fluency in Ukrainian and English.

 ***5.2. General professional experience:***

* More than 10 years of general professional experience. Prior experience of work in public services reform team is a plus.

 ***5.3. Specific professional experience:***

* Minimum 5 years of experience in development, analysis, implementation of policies and strategies or project management in construction industry, engineering, [business law](https://context.reverso.net/%D0%BF%D0%B5%D1%80%D0%B5%D0%B2%D0%BE%D0%B4/%D0%B0%D0%BD%D0%B3%D0%BB%D0%B8%D0%B9%D1%81%D0%BA%D0%B8%D0%B9-%D1%80%D1%83%D1%81%D1%81%D0%BA%D0%B8%D0%B9/Business%2Blaw);
* Experience with the reform implementation in Ukraine, especially as related to construction industry;
* Experience with government entities and their mandate and processes is an asset;
* Experience with Information Modeling and Computer-Aided Design systems in construction industry is a plus.
1. **Indicative Performance criteria: (Key Performance Indicators - KPI)**
* % of tasks delivered within deadlines
* Timely submission of monthly performance reports
1. **Remuneration**

The estimated monthly value of this consultancy position is in the region of EUR 800 - 1400 GROSS. The funding source of this assignment is the EBRD-Ukraine Stabilisation and Sustainable Growth Multi-Donor Account. The exact rate will be made by the Recruitment Committee comprised of representatives of the MinRegion and international donors.

1. **Submissions**

Submissions must be prepared in English and delivered electronically by 08 of January 2019 to the following address: rstminregion@gmail.com

All submissions must include:

* Filed Application Form;
* At least one professional reference letter (from the past supervisor / manager);
* Applicant’s CV;
* Expected salary range (for information only).

Only complete submissions, containing the above, can be considered.

Selected applicants will be invited to the interview.

1. **Selection Procedure**

Following the evaluation of all applications received, selected candidates will be invited to a brief written test in the Ministry regional development, construction, housing and communal services of Ukraine covering both general and technical questions in both English and Ukrainian. Only short-listed candidates will be invited to an interview.